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Governor

DIVISION OF WORKFORCE DEVELOPMENT

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M E M O R A N D U M

TO: Workforce Investment Board Chairs
Workforce Investment Board Contacts

FROM: Rick Beasley, Acting Director

DATE: April 16, 2002

SUBJECT: Revised Local Workforce Investment Plan Modification Procedures

Attached is the newly revised DWD Issuance 00-01 (Change 2) for Local Workforce Investment Act Plan Modification Procedures. The issuance changes are in boldface and pertain to the Missouri Training and Employment Council (MTEC) Diversity Policy.

The purpose of this issuance is to further formalize the process for assuring that there is an opportunity for planning input from representatives of diverse population groups. The Division of Workforce Development realizes that a high level of input from a broad range of community groups already exists. Therefore, the intent here is to additionally define the process of seeking public comment on local WIA plan modifications. Examples of those organizations that may be in your area are included with this issuance.

The target populations addressed by this issuance are individuals or organizations who represent the diversity of individuals with disabilities as well as the racial, ethnic and cultural diversity of the labor markets within the Workforce Investment Area.

Future plan modifications should address any input from those groups by including a letter from the WIB Chair attesting to their involvement. The letter would include language stating which diverse population groups were identified and invited to provide comment. If the WIB Chair signs the plan modification cover letter, this statement could be included in that letter. Otherwise, a separate letter from the WIB Chair addressing this issue would be included as part of the modification package.

Further information on diversity planning can be found in the DWD Memorandum dated November 17, 1999, "Addendum to the State of Missouri Planning Guidance" (which included both regional and diversity planning guidance).

Should you have any questions or comments regarding this issuance, please contact Jerry Tharp at (573) 751-7281, Anita Henry at (573) 522-8619, or my office at (573) 751-7796.

RB/JT/AH/dp

Attachment